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General Services Administration
Region 3,
Federal Supply Service
4511 Rhode Island Avenue,
Brentwood, Maryland

Attention Mrs. Lipman

Gentlemen:

Reference is made to your telephone conversation of this date with [redacted] of this Agency relative to sales of aluminum under GSA contract no. GS-03-U-(P)-5300. This will confirm his request that proceeds of sales of Agency aluminum under this contract be covered by a check made payable to the Treasurer of the United States and be forwarded to the Chief, Fiscal Division, Central Intelligence Agency.

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Sincerely yours,

[redacted]

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Budget Officer

BD/COMP/CNM/SWR/slh (8 Sept. 1961)

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Handwritten initials/signature